

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

October 18, 2007

The Mississippi Department of Information Technology Services Board met in the 4th floor Class Room of the Robert G. Clark, Jr. Building, 301 North Lamar Street, Jackson, Mississippi 39201, on Thursday, October 18, 2007, at 1:30 P.M.

Members Present:

Cecil Watkins, Vice-Chairman

Steve Adamec

Thomas A. Wicker

Members Not Present:

Derek Gibbs, Chairman

Legislative Advisors Present:

Representative Gary Staples

Staff Members Present:

David L. Litchliter, Executive Director

Martha Pemberton, ISS Division Director

Lynn Ainsworth, ISS Division Deputy Director

Karen Newman, Education Services Division Director

Claude Johnson, Strategic Services Division Director

Mitchell Bounds, Data Services Division Director
Michele Blocker, Internal Services Division Director
David Johnson, Accounting Manager
Roger Graves, Telecomm Services Division Director
Donna Rogers, Special Assistant Attorney General
Bill Roach, ISS Technology Consultant
Tina Wilkins, ISS Technology Consultant
Jane Woosley, ISS Technology Consultant
Debbie Britt, Telecomm Services Division
Cheryl Crawford, Strategic Services Division
Craig Orgeron, Strategic Services Division
Debra Brown, Strategic Planning Coordinator
Sheila Kearney, ISS Technology Consultant
Caren Brister, Strategic Services Division
Paula Conn, ISS Technology Consultant
Melinda Simmons, ISS Technology Consultant

Others Present:

Kelly Beasley, Mississippi Department of Transportation
Don Grayson, Mississippi Department of Transportation
Mark McConnell, Mississippi Department of Transportation
Scott Cook, at&t
Aleeta Massey, Ciber

Agenda Item No. 1: Cecil Watkins directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on September 20, 2007.

On motion by Steve Adamec and second by Tom Wicker that the minutes of the September 20, 2007 meeting be approved:

Motion carried; unanimously.

Agenda Item No. 2: Melinda Simmons presented the evaluation and recommendation of proposals received in response to RFP No. 3531-37068 for the acquisition and implementation of a commercial off-the-shelf (COTS) Maintenance Management System (MMS) for the **MISSISSIPPI DEPARTMENT OF TRANSPORTATION (MDOT)**. The staffs of ITS and MDOT jointly recommend the selection of Carter & Burgess, Inc., as lowest and best vendor responding to RFP No. 3531-37068, to provide a COTS Maintenance Management System, at a total five-year life cycle cost of \$1,616,360.00.

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved with the requirement that MDOT report actual benefit and cost data to the ITS Board from the twenty-four month period following MMS implementation:

Motion carried; unanimously.

The Board acknowledged Agenda Item No. 3 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

On motion by Steve Adamec and second by Cecil Watkins that the following per diem and expenses be approved:

Steve Adamec - per diem and expenses for 1 day;

Board Meeting, October 18, 2007.

Cecil Watkins - per diem and expenses for 2 days;

Government Technology Conference, October 16, 2007, and

Board Meeting, October 18, 2007.

Tom Wicker – per diem and expenses for 1 day;

Board Meeting, October 18, 2007.

Motion carried; unanimously.

There being no further business, the meeting was adjourned.

A handwritten signature in black ink, appearing to read "Derek Gibbs", written over a horizontal line.

Derek Gibbs, Chairman

A handwritten signature in black ink, appearing to read "Cecil Watkins", written over a horizontal line.

Cecil Watkins, Vice-Chairman